

Memorandum of Understanding
By and Between
Telamon Corporation
and
Virginia Employment Commission

Telamon Corporation (here in after referred to as Telamon), whose address is 4913 Fitzhugh Avenue, Suite 202, Richmond, VA. 23230, and the Virginia Employment Commission (here in after referred to as the VEC), whose address is 703 East Main Street, Richmond, VA 23219 hereby enter into this Memorandum of Understanding (MOU). Telamon and the VEC, in consideration of the mutual understanding expressed below, agree to the following:

We mutually agree to commit to:

- Share information and data to promote One-Stop activities
- Share and update services as new programs become available and existing programs change their scope
- Agree to attend cross systems training whenever possible
- Communicate on a regular basis to enhance interagency collaboration, and joint problem solving
- Work toward the development of a system that would ensure that all farmworkers eligible for Telamon's services have access to those services

Role of Telamon:

1. Telamon will provide the following services to farmworkers:

- A. *Publicize the full range of VEC services (20CFR653.107) to MSFWs during the normal course of outreach activities, and report monthly this information to the appropriate VEC field office.*
- B. *Core services available to farmworkers and other customers. (669.340)*
 - 1. Core services as identified in Section 134, paragraph (d) (2) of the Workforce Investment Act.

2. Related assistance and other supportive services. Related assistance is a short duration service available only through the MSFW program.
3. Other services identified in the grant plan and specific to the service area.

C. Intensive Services available to farmworkers. (669.370)

1. After receiving core services, applicants who are eligible for enrollment in the MSFW grant program and whom the grantee selects for enrollment in accordance with the MSFW grant plan, may receive intensive services.
2. Intensive Services include the ones described in Section 134 (d) (3) (C), and
 - (a) Dropout prevention activities
 - (b) Allowance payments
 - (c) Work Experience
 - (d) Literacy and English-as-a-Second language
 - (e) Other services identified in the approved grant plan.

D. Training services available to farmworkers. (669.410)

1. Training services can be provided directly or through arrangements with other One-Stop partners.
2. Training services may include those described in Section 134 (d) (4) (D) and 167 (d) of the Act.
3. Other types of training services available to farmworkers from the MSFW grantee are:
 - (a) On-the-job training activities
 - (b) Workplace safety and farmworker pesticide training
 - (c) Housing development assistance
 - (d) Training-related supportive services
 - (e) Other training identified in the approved grant plan

2. Role of VEC:

1. Recognize Telamon as a partner under the WIA One-Stop system
2. Support referrals of farmworkers to Telamon by local One-Stop centers and affiliates
3. Include Telamon information on the VEC web page

3. Terms of Agreement:

The term of this agreement is for the Program Year beginning July 1 and ending June 30. Modifications to this agreement may be made at any time to reflect changes in programs and services provided. Otherwise this MOU remains in effect and shall be automatically renewed for subsequent Program Years without notice to either party.

4. Allocation of Costs:

Cost allocation plans, where applicable, will be contained within Memoranda of Understanding developed individually with local One-Stop centers.

Signatures

_____(original signed)_____
Signature
Assist. Commissioner for Field Operations
Virginia Employment Commission

James W. Jacobs
Typed Name

April 24, 2003
Date

_____(original signed)_____
Signature
State Director
Telamon Corporation

Sharon L. Saldarriaga
Typed Name

April 17, 2003
Date